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Class Specifications
for the Class:

BOATING STAFF OFFICER

Duties Summary:

Plans, develops and recommends statewide policies and standards for the development, management and operations of boating facilities and services and small seagoing craft and provides pertinent functional supervision statewide on a continuous basis; plans and directs safety, enforcement and regulatory activities; and performs other duties as required.

Distinguishing Characteristics:

This class involves responsibility for developing, recommending and evaluating statewide plans, policies, standards and procedures relative to the development, management and use of boating facilities and services and the regulation of small seagoing craft in order to promote and attain the full and effective use of State waters and facilities, the safety of persons and protection of property, statewide uniformity, reasonable and equitable revenue production, and conformance with State and federal legislation and requirements.

The work of this class includes developing, recommending and evaluating standards for marinas and other boating facilities including a uniform waterway marking system, safety regulations, and revenue production; the development, management and use of facilities and standards for small craft including registration, fees, safety equipment and operating regulations. This class involves statewide functional supervision of this program and the promotion of recreational boating and the acceptance of and compliance with pertinent laws, policies, rules and regulations.

Examples of Duties:

Provides statewide functional supervision in the management and operation of boating facilities and services and in the implementation of laws, regulations and policies relating to small seagoing craft and marinas; develops, promotes and coordinates the implementation of shore water laws, rules and regulations; provides assistance relative to usage requirements during the planning and development of new or expanded boating facilities; prepares and recommends the adoption of policies,

laws and regulations relating to boating facilities, their management, shore waters, marine safety, vessel registration and operation; maintains liaison with other governmental agencies and jurisdictions and private individuals and organizations; drafts informational pamphlets to facilitate and improve public understanding, acceptance and compliance; speaks to interested groups; prepares correspondence and reports.

Knowledge and Abilities Required:

Knowledge of: Federal and State laws and regulations pertaining to shore waters, small craft and beaches; safety equipment, methods and regulations pertaining to small seagoing craft, waterways, marinas and beaches; public relations; principles and practices of public administration; principles and practices of supervision.

Ability to: Develop policies and procedures to insure safety, uniformity, equity and reasonable return of investment for the statewide program of small craft regulation and boating facility administration; conduct studies of use, rates, accidents and community needs and develop new or revised programs, policies and procedures.

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This is a change in title and an amendment to the class BOATING ADMINISTRATOR which was approved on January 17, 1966.

DATE APPROVED: 4/23/76

/s/ Wayne Yamasaki
DONALD BOTELHO
Director of Personnel Services